

STATE OF NEW HAMPSHIRE  
BUREAU OF PURCHASE AND PROPERTY  
STATE HOUSE ANNEX  
25 CAPITOL STREET  
CONCORD, NEW HAMPSHIRE 03301-6398

**ADDENDUM # 1            TO RFP INVITATION # 67**

**DATE OF BID OPENING:**            September 1, 2004            **TIME OF BID OPENING:**            2:00 PM

**FOR:** STATEWIDE CONTRACT FOR SOFTWARE - RESELLER

**CHANGE:**            Questions and Answers            (See following Pages)

**PURCHASING AGENT: ROBERT LAWSON**  
**TEL. NO.: 603/271- 3147**

**NOTE:**            IN THE EVENT THAT YOUR BID INVITATION HAS BEEN SENT  
TO THIS OFFICE PRIOR TO RECEIVING THIS ADDENDUM,  
RETURN ADDENDUM WITHIN THE SPECIFIED TIME WITH ANY  
CHANGES YOU MAY WISH TO MAKE AND MARK ON THE  
REMITTANCE ENVELOPE BID INVITATION NUMBER AND  
OPENING DATE. RETURNED ADDENDA WILL SUPERSEDE  
PREVIOUSLY SUBMITTED BID.

BIDDER \_\_\_\_\_ ADDRESS \_\_\_\_\_

BY \_\_\_\_\_  
(this document must be signed)

\_\_\_\_\_ TEL. \_\_\_\_\_  
(please type or print name)

## **Q&A for RFB #67 - Statewide Contract for Software - Reseller**

**Alison Turner**  
**ASAP Software**

### **QUESTION #1**

Page 9, Section 2.4: Cost Proposal/Price Response Sheet. The RFB states that the price structure used for quotes on the response must be the price structure available to the State over the life of the contract.

We would like to clarify that it is only the cost-plus margin that must remain fixed during the life of the contract, and not the actual unit prices provided in the response. Could you please confirm?

### **ANSWER #1**

Yes, it is the cost-plus that must remain fixed. As your cost goes up or down our price can go up or down using the same cost-plus factor. Costs will be audited through the evaluation of the required monthly reports.

### **QUESTION #2**

Page 11, Section 3: Vendor Performance Requirements. It does not appear that the State wishes to receive a point-by-point response to this section, or that such a response would be considered during evaluations. Could you please confirm?

### **ANSWER #2**

A point-by-point response is not necessary. Your signed response to the RFB indicates your agreement to all requirements of the Bid.

### **QUESTION #3**

Page 11, Section 3.1: Lotus, Microsoft & Novell Reseller. The RFB indicates that Lotus, Microsoft and Novell agreements will be transferred to the successful vendor. However, items by these publishers do not appear to be listed in either Attachment 1 or Attachment 2. Does the State intend to evaluate pricing for these publishers?

### **ANSWER #3**

**An Addenda will be issued to rectify this as soon as possible. If the Addenda is issued later than tomorrow (8/27) we will also extend the closing date of the bid.**

**QUESTION #4**

Page 11, Section 3.3: Pricing Quotations. The RFB states that vendors must offer a procedure for researching and sourcing additional products not listed within this RFB. Is it the State's intent that this contract will cover all software, whether the publisher or product is specifically named within this RFB document or not, and that any publishers or items not specifically named will be priced at the markup provided for the Balance of the Product Line?

**ANSWER #4**

Yes, that is the intent.

**QUESTION #5**

Page 12, Section 3.7: Returns. Some manufacturers do not allow returns, or allow them under a limited set of circumstances. Is it the State's intent that the reseller will only be obligated to accept a return if the manufacturer agrees to accept the return?

**ANSWER #5**

Section 3.7 Returns says; Return authorizations and credits shall be provided without a restocking fee or other penalty for all items, ***unless noted on the original quote provided by the vendor and agreed to by the purchasing agency.***

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**Tara Barbieri**  
**CDW Government, Inc.**

**QUESTION #6**

As stated on Attachment # 1 on page 20 "Pricing Must be submitted for EVERY item on this list or your will not be accepted"

However, many resellers do not carry a complete list of all of the software products listed in Attachment # 1.

Would you consider an award to a reseller who does not carry every title?

Would the State consider a multiple award to several resellers in order to cover this complete list?

**ANSWER #6**

We would not consider an award to a reseller who does not carry all the listed titles, as these are the titles we buy most frequently.

We will only award a single contract, as a single "Large Account Reseller" must be designated for the purchase of Microsoft products.

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**Usman Kayani**  
**En Pointe Technologies Sales Inc.**

**QUESTION #7**

In reference to the above mentioned bid. We will like to know if it is mandatory to price each item as stated in **Clause 2.4 (Cost Proposal/ Price Response Sheet)** – Prices for **ALL** these specified products **MUST** be entered on the Price Response Sheets in Attachment 1.

We can provide you with some very good pricing on some of the manufactures (Microsoft, Veritas, Adobe, Borland, Computer Associates, Crystal Decisions, Legato, Macromedia, Symantec, Trend Micro,) but unfortunately we will have to no bid on some. Is that allowed?

**ANSWER #7**

We would not consider an award to a reseller who does not carry all the listed titles, as these are the titles we buy most frequently.

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**Mike Carpenter**  
**Digital Government**

**QUESTION #8**

Vendor asks if the State would consider amending the RFB to allow the possible award of multiple contracts.

**ANSWER #8**

There will be no change regarding this issue.